

Washington Learns Roles & Responsibilities

GOVERNOR GREGOIRE

- Chairs Steering Committee, sets meeting agendas & dates
- Guides work of Steering Committee
- Advocates for the action plans
- Accountable for results

STEERING COMMITTEE

- Establish scope of work and monitor progress
- Adopt and submit interim and final reports and recommendations
- Consider previous studies
- Hire contractors
- Provide a public face for Washington Learns
- Seek advice from the public and all interested organizations
- Ensure comprehensive and coherent nature of final product

ADVISORY COMMITTEE CHAIRS

- Critical link between Advisory Committees and Steering Committee
- Assures completion of charges assigned by Steering Committee
- Present recommendations to Steering Committee
- Balance competing interests and advocate the broad public interest
- Receive and transmit public input to Steering Committee
- Attend regional public and stakeholder meetings as appropriate

ADVISORY COMMITTEES

- Take direction from the Steering Committee regarding work assignments and deadlines
- Advise Steering committee on means to complete assigned tasks (e.g. constituting a technical advisory committee, contracting for a specific piece of work, etc.)
- Provide recommendation options for consideration by Steering Committee
- Think system-wide
- Serve as two-way communication link with constituencies
- Act as advocates for the final action plans

EXECUTIVE DIRECTOR (ANN DALEY)

- Assist Steering Committee in meeting study objectives
- Manage budget and contracts

EXECUTIVE DIRECTOR, KAREN TVEDT

- Assist Early Learning Council in meeting study objectives

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- Report to Governor through the Director of Executive Policy
 - Lead core staff team work to implement Steering Committee decisions and direction
 - Provide guidance to Advisory Committee chairs and members regarding work charges from Steering Committee
 - Ensure attendance at meetings of committees; and at stakeholder meetings by Governor, Advisory Committee chairs, Steering Committee members, as appropriate
 - Provide overall direction to ensure timely reports and compliance with legislative mandates
 - Coordinate communication with community, legislative, and other interested parties